

ODP 1432-76
20 JUL 1976

MEMORANDUM FOR: Chief, Plans Staff, DD/A


FROM : Clifford D. May, Jr.
Director of Data Processing

SUBJECT : Fighting Inflation and Reducing
Daily Operating Costs

REFERENCE : Memo fm DD/A (DD/A 76-2736), dtd 3 June 1976
Same Subject

1. Attached is our report on fighting inflation and reducing daily operating costs for fiscal year 1976.

2. In our report for the first half of the fiscal year we showed a one-time savings of \$10,274. Of this amount \$8,914 was for a reduction in the number of safes used. Because we have relocated people from secure areas to open areas we had to add safes for their classified data. This increase in the number of safes has offset the savings reported for the first half of fiscal year 1976.


CLIFFORD D. MAY, JR.

Attachment

Distribution:
Orig & 1 - Addressee
1 - ODP Registry
2 - O/D/ODP

STATINTL

OFFICE OF DATA PROCESSING
Fighting Inflation and Reducing Daily Operating Costs
Report for FY 1976

Description of Activity	Group I Savings to Date In FY 1976	Group II Projected Annual Savings Beyond FY 1976	Group III One Time Savings for FY 1976 Only
<u>Review of Archival Tapes</u>			
STATINTL The requirement for 1,049 archival magnetic tapes stored at [] was reviewed with users. Following this review 260 tapes were removed from storage, degaussed, and put back in service. Since magnetic tapes cost \$10 each the savings for this re-use was \$2600. In future years we will save the annual cost for storing these tapes at [] \$175.	\$ 2,600	\$ 175	
<u>Improvement in Computer Processing for OD&E Model</u>			
STATINTL The operating configuration for an OD&E model was changed to effect a 50% savings in elapsed time and a 10% savings in Central Processing Unit (CPU) time. This yielded an estimated savings of \$50,000 during FY-76 and in future years, assuming that use of the model will continue.	50,000	50,000	

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<u>Used Part-Time Employees to Reduce Weekend Overtime</u>			
Two part-time employees re- placed full time staff employ- ees in the Reports Distribution Center during weekends. This enabled reductions in staff employees overtime estimated to yield a net savings of \$2,500 per year.	2,500	2,500	
<u>Discontinued Computer Applications</u>			
- Three RCA simulation programs were eliminated.	3,000	3,000	
- A data retrieval system for ground forces for OSR and an information system for names of newspapers and publications collected by were discon- tinued.	63,000	126,000	

STATSPEC

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<u>Modification to Financial</u> <u>Resources System (FRS)</u>			
The FRS computer system was modified to decrease by 80% the elapsed time to extract data to produce the Trend Reports. Estimated savings are \$30,000 per year.	5,000	30,000	
<u>Improved Operating Procedures for</u> <u>an OGCR Model</u>			
Computer processing procedures for modeling the growing season were improved to give a 44% savings in the use of computer memory and an 80% savings in computer processing time.	10,000	20,000	

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<u>Improved Processing for an OSR Information System</u>			
The procedures were redesigned by which data from the NPIC Installation Data File is used to provide weekly updating of the OSR Automated Strategic Information System. Processing time was reduced by 70% to give an estimated savings of \$145,000 per year.	85,000	145,000	
<u>Improved Procedures for Extract- ing Data for Central Cover</u>			
A procedure modification reduced computer processing time by 42% giving an annual savings of \$17,000.	8,500	17,000	
<u>Modification of General Accounting System (GAS) Program</u>			
A modification to a computer program in the General Accounting System reduced the elapsed time by 70%.	-	500	

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<u>Consolidation of Production Division Software</u>			
Consolidating computer utility programs and subroutines to one disk file will save 120 man hours this fiscal year and 240 man hours in future years.	2,000	4,000	
<u>Improved Report Program for OMS</u>			
A computer report program was modified for more efficient processing and it is estimated that this will save \$5,000 per year.	-	5,000	
<u>Implementation of Program Library Software</u>			
A software package for maintaining a library of computer programs will reduce magnetic disk and tape storage requirements and require less manpower.	1,000	5,000	

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<u>Conversion of Agency Applicant File to Microfiche</u>			
Converting the Agency Applicant File from Xerox hard copy to microfiche will save \$600 per year.	300	600	
<u>New Version of Program Used by OWI</u>			
A new version of a key program was developed which supports OWI analysts in determining the trajectories and orbits for missile/ space events. The new version is smaller and requires 10% less pro- cessing time than the previous version.	6,000	12,000	

Savings in Purchase of Computer
Memory

In August 1975 []
[] presented a proposal
to provide one million bytes of
memory at a cost less than the cost
for similar equipment which had been
ordered from []. A change in ven-
dors resulted in a savings of \$122,329 (considering principal, in-

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terest and maintenance charges) through FY 1980, or an average annual savings of approximately \$24,500.	4,000	24,500	
<u>Microfilm of Computer System Listings</u>			
Microfilming computer systems software will save 50,000 pages of printing per year and will yield an estimated annual savings of \$2,000.	-	2,000	
<u>Restructured Computer Systems Generation</u>			
The utility programs and routines used for computer system genera- tions were restructured for more efficient use. Savings will amount to approximately \$20,000 per year.	-	20,000	

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<u>Redesign and Rewrite of OS</u> <u>Computer Program</u>			
The redesign and rewrite of the Security Access System computer program that annually generates Agency badge numbers will reduce the computer memory needed by 89% and reduce processing time by 98% giving an annual savings of \$16,500 in future years.	-	16,500	
<u>Records Management Activities</u>			
- Form 1733B was declared obsolete and replaced by the use of Xerox overlay saving \$1,200 in printing costs.			1,200
- Form 3440 was declared obsolete saving printing costs of \$160.			160
Total	\$242,900	\$483,775	\$ 1,360